

**STATE OF IDAHO  
DIVISION OF BUILDING SAFETY  
ELECTRICAL BUREAU, LICENSING SECTION  
1090 E. WATERTOWER ST.  
MERIDIAN, ID 83642  
(208) 334-2183  
[dbs.idaho.gov](http://dbs.idaho.gov)**

**APPLICATION FOR ELECTRICAL APPRENTICE REGISTRATION**

**PLEASE READ THE FOLLOWING REQUIREMENTS:**

A person wishing to become an apprentice electrician shall register with the Electrical Bureau prior to going to work, and carry a current registration certificate on his person at all times. **Federal law requires minimum eligible starting age to be not less than 16 years.** Each apprentice shall carry a current registration and shall present it upon request to personnel of the Division of Building Safety for examination. Each apprentice shall re-register each July, furnishing proof of work experience performed during the previous year with notarized letters from each employer, and a certificate of completion for 144 hours of approved instruction from the vocational institution attended. This requirement shall continue each year until the minimum requirements of Chapter 10, Title 54, Idaho Code, have been fulfilled. **Any apprentice failing to re-register by August 1 of each year shall pay an additional fee of \$10 to revive his or her registration certificate.**

**Time shall not be credited while the apprentice is inactive or not registered, nor shall time be allowed for any year which is not accompanied by proof of required instruction for that year of apprenticeship.** It shall be the responsibility of the employing electrical contractor to insure that the apprentice performs electrical work only under the constant on-the-job supervision of a licensed journeyman electrician.

In order to qualify to take the journeyman electrician examination an apprentice electrician shall be required to work four (4) years, defined as a minimum of eight thousand (8000) hours of work experience, under the constant on-the-job supervision of a journeyman electrician. That work shall include three (3) categories: Residential, commercial, and industrial installations. Experience shall not exceed seventy-five percent (75%) of the work time in any one (1) category, unless the apprentice is enrolled in an apprenticeship program accredited by the Electrical Bureau.

(Effective July 1, 2004) An apprentice who has completed the required number of instructional hours and has not passed the journeyman's examination within two (2) years of completion of the required instructional training hours shall provide proof of continuation training (defined as registration in an approved fourth year apprenticeship class) in order to re-register as an apprentice. An apprentice who has not advanced in apprenticeship training for a period of two (2) years shall provide proof of continuation training (registration in an approved year of apprenticeship class for which the apprentice is eligible or a repeat of the most recent apprenticeship class attended) in order to re-register as an apprentice.

**NOTE:** It is the responsibility of the applicant to verify and substantiate all information supplied and to furnish all verifications of employment and schooling. Signed, notarized letters of verification of employment from each employer prior to 1986 or from experience out of the state of Idaho must be attached to this application before any credit for hours of experience can be given (an employer's verification form is attached). For electrical experience gained in the military to be considered, you must include a copy of your DD-214 with this application.

**APPLICATIONS WILL NOT BE PROCESSED UNLESS COMPLETELY FILLED OUT, SIGNED, NOTARIZED, AND ACCOMPANIED BY THE \$10 REGISTRATION FEE.** Payment may be made in the form of personal check, money order, cashier's check.

STATE OF IDAHO  
DIVISION OF BUILDING SAFETY  
ELECTRICAL BUREAU

**FOR ELECTRICAL BUREAU USE**  
APPROVAL \_\_\_\_\_  
DATE \_\_\_\_\_  
HOURS \_\_\_\_\_  
SCHOOL \_\_\_\_\_

**APPLICATION FOR APPRENTICE REGISTRATION**

**A \$10.00 REGISTRATION FEE MUST ACCOMPANY THIS APPLICATION. THE APPLICATION MUST BE COMPLETED, SIGNED AND NOTARIZED TO BE PROCESSED.**

NAME: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_ DATE OF BIRTH: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ TELEPHONE NUMBER: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

EMAIL: \_\_\_\_\_ CELL PH. NUMBER: \_\_\_\_\_

APPRENTICE TRAINING PROGRAM (If Enrolled): \_\_\_\_\_

ARE YOU PRESENTLY REGISTERED/LICENSED IN ANOTHER STATE: YES: \_\_\_\_\_ NO: \_\_\_\_\_

IF YES, STATE: \_\_\_\_\_ REGISTRATION/LICENSE NO. \_\_\_\_\_

Present Employer: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Dates Employed: \_\_\_\_\_

(Month/Day/Year)

To: (Month/Day/Year)

**As an Idaho electrical apprentice I understand that I must:**

Maintain attendance in an apprentice related training program.

Work under the constant on-the-job supervision of a licensed journeyman.

Maintain a current apprentice electrical registration by renewing my registration by July 31 each year.

**NOTE:** ADDITIONAL EMPLOYERS OR INFORMATION MAY BE WRITTEN ON THE BACK OF THIS APPLICATION OR ON A SEPARATE PIECE OF PAPER. PLEASE INCLUDE ALL OF THE INFORMATION SHOWN ABOVE FOR EACH ADDITIONAL EMPLOYER LISTED.

**THIS APPLICATION MUST BE SIGNED AND NOTARIZED**

I, \_\_\_\_\_ being first duly sworn, do hereby certify that the foregoing statements are true and correct.

SIGNATURE OF APPLICANT

DATE

**THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC**

Subscribed And Sworn To Before Me This \_\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_\_

NOTARY PUBLIC FOR: \_\_\_\_\_  
COMMISSION EXPIRES: \_\_\_\_\_

STATE OF IDAHO  
DIVISION OF BUILDING SAFETY  
ELECTRICAL BUREAU

**APPLICATION FOR APPRENTICE REGISTRATION**

**EMPLOYER'S VERIFICATION FORM FOR OUT-OF-STATE EXPERIENCE, EMPLOYMENT PRIOR TO JULY 1, 1986, OR  
MILITARY (ELECTRICAL) EXPERIENCE (DD-214 Required)**

PLEASE DISREGARD THIS PAGE IF THE INFORMATION DOES NOT APPLY TO YOU. THIS PAGE MAY BE COPIED AS  
NECESSARY FOR MORE THAN ONE EMPLOYER.

Applicant Name: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

Dates of Verification: \_\_\_\_\_  
From: (month/day/year) To: (month/day/year)

Total actual work experience hours doing electrical work for this employer for the time period noted above \_\_\_\_\_

Type of Work: Residential \_\_\_\_\_  
Industrial \_\_\_\_\_  
Commercial \_\_\_\_\_

**THIS APPLICATION MUST BE SIGNED AND NOTARIZED**

**This work was performed under the direct supervision of:**

Supervising Journeyman Electrician: \_\_\_\_\_ License Number: \_\_\_\_\_

Employer/Elect.Contractor: \_\_\_\_\_ License Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Signature \_\_\_\_\_ (Electrical Supervisor of the Electrical Contractor's License)

**THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC**

Subscribed And Sworn To Before Me This \_\_\_\_\_ Day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_

NOTARY PUBLIC FOR: \_\_\_\_\_

COMMISSION EXPIRES: \_\_\_\_\_

STATE OF IDAHO  
DIVISION OF BUILDING SAFETY  
**ELECTRICAL BUREAU**

**ELECTRICAL APPRENTICE PROGRAM**

On July 1, 1986, the state of Idaho's Division of Building Safety's Electrical Bureau began the electrical apprentice program as provided by Idaho Code section 54-1007. This act requires any person who, for the purpose of learning the trade of journeyman electrician, engages in the installation of electric wiring, equipment, or apparatus while under the constant on-the-job supervision of a qualified licensed journeyman electrician to be known as an apprentice electrician.

From and after July 1, 1986, any individual working as an apprentice electrician **must** be registered with the Division of Building Safety and possess a current apprentice registration certificate to work lawfully in the state of Idaho. In addition, registration with the U. S. Department of Labor, Bureau of Apprenticeship and Training is necessary for the electrical apprentice to meet certain federal requirements.

For advancement in the state electrical apprentice program, the new apprentice must meet certain requirements to progress toward his journeyman electrician's license. This procedure includes 4 years, defined as a minimum of 8,000 employer verified hours of work experience under the constant supervision of a qualified licensed journeyman electrician. Also required are certificates of achievement from postsecondary vocational technical schools or union sponsored training programs. The training required is a minimum of 144 hours per year for four years of an organized supplemental sequence of instruction in technical subjects related to the trade. The Idaho state system of vocational education postsecondary vocational technical schools are located in six regions of the state of Idaho. These schools are:

OPEN SHOP

Region I	North Idaho College, Coeur d' Alene	(208) 769-3444
Region II	Lewis-Clark State College, Lewiston	(208) 792-2388
Region III	Boise State University, Boise	(208) 426-1974
	Northwest Nazarene College	(208) 467-8011
Region IV	College of Southern Idaho, Twin Falls	(208) 733-9554 ext 2300
Region V	Idaho State University, Pocatello	(208) 282-3372
Region VI	Eastern Idaho Technical College, Idaho Falls	(208) 524-3000 or 1-800-662-0261

UNION SHOP

Northern Idaho	Spokane JATC	(509) 534-0922
Southern Idaho	Boise JATC	(208) 384-0538
Eastern Idaho	Pocatello JATC	(208) 232-4300

Qualifying documents for hours of work experience and schooling completed must be submitted prior to each July 1 for an annual re-registration process with the Electrical Bureau. A \$10 registration fee is to be included with the initial apprentice registration and each annual re-registration until the conditions for journeyman testing are met. After these requirements of 4 years (or a minimum of 8,000 on-the-job hours) and 576 total hours of classroom training, the apprentice is ready to make application for the journeyman test and upon passing, will be issued an Idaho journeyman electrical license.